



# **THE ELECTORAL OFFICE FOR NORTHERN IRELAND**

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## **BUSINESS PLAN 2017 - 2018**

# FOREWORD

This Business Plan sets out the work planned for the period 1 April 2017 to 31 March 2018.

This is a period of unparalleled challenge and change for the Electoral Office and the organisation recognises the unique contribution made by its staff both permanent and casual to society in Northern Ireland and our obligation to provide as much support as possible to them as change is implemented and potential elections run.

Virginia McVea  
Chief Electoral Officer

# INTRODUCTION

This business plan describes the work proposed for the incoming year. The priority for the Electoral Office is to focus attention on ensuring a comprehensive and accurate Register of electorate and administering free and fair elections. Our day to day business is not detailed in this business plan. This business plan outlines the practical objectives set for the Office from the strategic plan.

As we enter the 2017-18 business year Northern Ireland finds itself in a period of political uncertainty. This business plan necessarily takes account of the consequences of our current context on planning and operations.

In this year the office plans to reshape its services to provide an improved service to the public such as online registration. These changes require significant planning and consultation and will be the key priorities in the year ahead.

The Electoral Office has a reduced budget with which to operate and as part of efficiencies our staffing resource has reduced from 50 permanent staff to 33.

The Electoral Office relies upon the engagement and commitment of thousands of members of the public during key events such as an election and we are engaged in many partnership activities such as the schools project to register new voters. During the 2017-18 year we will redouble our efforts to identify the potential for partnership working in what is a leaner environment.

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# STRATEGIC AIM AND BUSINESS OBJECTIVES

The strategic plan of EONI for the period 2015-18 sets out four strategic aims. This section sets out the continuing strategic targets and related business objectives which the EONI intends to achieve in the current year.

## REGISTRATION

**Strategic Aim:** To build on the range of successful registration initiatives aimed at maintaining the accuracy and comprehensiveness of the electoral register and to meet, as far as is reasonably practicable, the three statutory registration objectives.

### Business Objectives:

1	By 1 December 2017 a register that meets the statutory objectives of accuracy and comprehensiveness.
2	By December 2017 to have increased the number of attainers (students in the 17-18 age range) on the register.
3	By December 2017 to ensure that EONI has completed its requirements to provide the facility for online registration in Northern Ireland.
4	By December 2017 to have reviewed the use of data sources available to EONI to check the details of persons on the register or applying to come onto the Register.

## ELECTIONS

**Strategic Aim:** To review plans and processes for future elections.

### Business Objectives:

1	To remain in a state of readiness should a further election be called in calendar year following the March 2017 unplanned Assembly election.
2	To conclude election responsibilities for the March 2017 Assembly election
3	To conclude review of operations at the March 2017 Assembly election
4	To develop a suite of training tools for permanent and temporary staff by December 2017.

## **CENTRAL SERVICES**

**Strategic Aim:** To provide high standards of service for the people of Northern Ireland through continuous improvement.

### **Business Objectives:**

1	To operationalise the government response to the public consultation on the way EONI should work going forward.
2	To provide online registration in Northern Ireland.
3	To conduct at least one review of the new online registration system.

## **CORPORATE GOVERNANCE**

**Strategic Aim:** To meet the highest standards of Corporate Governance and conduct our business in accordance with all legal obligations and in line with relevant best practice guidance ensuring openness and transparency.

### **Business Objectives:**

1	To implement a new risk management system within EONI.
2	To consider audit and risk oversight opportunities for EONI.

<b>ANNEX A: ELECTORAL OFFICE BUDGET 2017-2018</b>	
<b>Description</b>	
	<b>£</b>
Basic Pay -	
Permanent Staff	970,248
Temporary Staff	31,000
<b>Sub-total</b>	<b>1,001,248</b>
<b>Overtime</b>	<b>0</b>
Employers National Insurance -	
Permanent Staff	91,359
Temporary Staff	2,779
<b>Sub-total</b>	<b>94,138</b>
Accrued Superannuation Liability Charge -	
Permanent Staff	211,040
<b>TOTAL PAY</b>	<b>1,306,426</b>
Premises	73,876
Premises Other	177,719
Training	1,000
Travel	25,354
Other Employee Costs	12,243
Hospitality	200
Printing & Stationery	180,028
Equipment Maintenance	146,283
Legal and Audit	76,080
Telecommunications	64,421
ID Card	11,370
<b>TOTAL NON PAY</b>	<b>768,574</b>
Receipts	107,000
Non Cash Costs	154,000
<b>TOTAL</b>	<b>2,122,000</b>